

---

## **Air National Guard (ANG) Military Vacancy Announcement (MVA)**

*(Must be a current ANG, RegAF, or AFRC member  
And be eligible for ANG membership)*

**2009-157**

### **SUPERINTENDENT, MAINTENANCE FLIGHT**

**TSGT - MSGT**

*\*(Must meet this rank requirement at closeout date)*

**Closeout Date: 06 JUL 09 Close of Business (COB)**

---

Headquarters ANG Title 10 4-year Statutory Tour at **AFNORTH/SCM (Tyndall AFB, FL)**. Must be Air Force Specialty Code (AFSC) **2E271**. Duties and Responsibilities: Provides leadership, management, and guidance in organizing, equipping, and training the maintenance flight to meet mission requirements. Works closely with flight commander and chief enlisted manager to prepare the enlisted force to best execute mission requirements. Acts as liaison and provides downward communication to the flight enlisted as directed from the flight commander. Manages and directs resource activities as well as interpret and enforce policies and applicable directives. Establish control procedures to meet mission goals and standards. Additionally, recommend or initiate actions to improve organizational effectiveness and efficiency as well as ensure the management of personnel and resources are consistent with current practices and procedures in support of the flight and squadron mission. Assists in resolving process related conflicts within the flight. Develops, implements and interprets policies, directives, and procedures. Advises flight commander on personnel issues and monitors performance standards for all flight enlisted personnel. Reviews EPR's, quarterly and annual award packages for all flight enlisted. Coordinate and plan quarterly SC calls with flight commander for growth and Esprit De Corp. Assists with the development of SC's annual budget necessary to support the units responsibilities and efforts. Oversees all SC military and civilian training requirements within the flight. Works with flight commander/OIC/NCOIC to secure training required to meet mission requirements. Monitors training records documentation within Training Business Area (TBA) for all enlisted records. Conducts quarterly review of training records with NCOIC of maintenance. Oversees quality assurance program for maintenance flight. Ensures flight members are trained and competent to perform maintenance functions. Ensures flight is consistent with maintenance guidelines set forth in AFI 21-116. Interfaces with various test agencies and air defense sectors to ensure best mix of equipment and information flow. Coordinates with commercial service providers and depot level agencies to conduct various tests of various systems functionality and fault isolation troubleshooting. Reviews technical instructions, plans and installation drawings to install systems and resolve installation and maintenance discrepancies using applicable directives, diagrams and installation system records. Maintains installation record copies and diagrams for analysis and review when needed. Provides oversight/guidance to squadron's ADPE requirements, project upgrades/replacements, forecasted ADPE budget requirements, research and recommends proposed technical solutions. Oversees and performs basic configuration management and initial system diagnostics. Maintains liaison with using activities to achieve most efficient use of systems and customer satisfaction. Assists system users to determine system hardware, software, and components to meet operational requirements. Provides oversight/guidance to squadron's security and IP programs. Ensures documentation compliance with control, accountability, use, handling, and technical specification

concerning security elements. Ensures proper reporting of security incidents and handling of corrective security procedures. Provides guidance for communications, computers, information, and emission security matters. Manages, directs, and educates users on communications, computer, information, and IP security. Complies with DoD 8570 Information Assurance Workforce Improvement Program. Provides maintenance practice guidance for installs/repairs to data link, telecommunications, radio, cryptographic, and network system hardware based on current network architecture. Ensures proper configuration of local area hardware. Performs overall network management including fault management, configuration, security and performance. Ensures proper configuration of network routers, switches, and other network peripherals. Identifies need for enlisted Professional Military Education (PME) requirements. Identifies course availability and works with flight commanders to schedule participation in-residence where possible. Individual must be able to work well with agencies outside of the organization. Direct or delegates additional duties with coordination of the enlisted individual supervisors. Performs other duties as assigned.

Mandatory criteria as indicated in the MVA must be documented on the members report on individual personnel (RIP). If it is not indicated on the RIP, it is incumbent upon the applicant to ensure that the appropriate source documentation is provided with the application.

Must meet the above stated grade/rank requirement by closeout date of advertisement.

Member must have a Secret Clearance or an open investigation to apply for statutory tour positions.

Applicants who are higher grade than the highest grade for the advertisement must provide a statement of understanding with the application stating he/she is willing to be voluntarily demoted if selected for this position, IAW ANGI 36-25-03, Paragraph 3.4.3.

Officers applying for a statutory tour position must have a minimum of a Bachelors degree prior to applying.

Members selected for a statutory tour positions MUST provide copies of the last OPR/EPR required—units must complete any CRO or Annual reports due and forward copies to NGB/OMH prior to statutory tour orders being published. IAW AFI 36-2406, TABLE 3.1 LINE 6, NOTE 5(b)(1) (a and b).

- The report is mandatory as a result of pending separation, retirement, or PCS of the rater, or PCS or separation of the rate, use the date 30 calendar days before the projected departure date, or:
- If the 30-day rule will cause a rate to be ineligible for a report due to lack of supervision, adjust the close-out to the date within the 30-day window on which 120 days of supervision is achieved.
- To record significant events, the date (within the 30-day window) approved by the commander.

Application for this MVA signifies agreement to the following statement, in accordance with (IAW) Title 18 USC 1001: “I certify that, to the best of my knowledge and belief, all of the information on an attached to this application is true, correct, complete and made in good faith. I understand that false or fraudulent information on or attached to this application may be grounds for rejection or for release from statutory tour after I begin work, and may be punishable by fine or imprisonment. I understand that any information I give may be investigated.”

Questions regarding this advertisement can be sent to [om.om@ang.af.mil](mailto:om.om@ang.af.mil)

---

